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CANNON BUILDING  
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STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

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<b>PUBLIC MEETING NOTICE:</b>	<b>REAL ESTATE EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Thursday, April 4, 2013 at 9:30 a.m.</b>
<b>PLACE:</b>	<b>Division of Professional Regulation</b> 861 Silver Lake Boulevard, Cannon Building <b>Second Floor Conference Room A</b> Dover, Delaware

AMENDED AGENDA  
(Amended items are denoted with an asterisk)

- 1.0 Call to Order
- 2.0 Review and Approval of Minutes
  - 2.1 Meeting Minutes – March 14, 2013
- 3.0 Unfinished Business
  - 3.1 Continued Discussion Regarding Hosting an Informational Workshop for Course Providers
  - 3.2 Review Previously Tabled Course Applications
    - 3.2.1 Course Provider: Ward & Taylor  
Course Title: Practical Tips for Listing Agents  
Credit Hours: 3.0  
Module: 6
  - \*3.3 Review Additional Documentation from Previously Denied Student CE Requests
    - 3.3.1 Brian Doreste
    - 3.3.2 Carol Materniak
  - \*3.4 Review Proposed Draft of Education Guidelines Regarding Committee Composition
- 4.0 New Business

4.1 Update from the Commission – Ms. Benson

4.2 Review of Negative Course Provider Applications

4.3 Review of Course Provider Applications

4.3.1 Course Provider: Sterling Education Services

4.3.1.1 Course Title: Real Estate Purchase and Sale Transaction  
Credit Hours: 8.0  
Module: 2

4.3.2 Course Provider: Council of Residential Specialists

4.3.2.1 Course Title: CRS 112 Guiding the Buyer in the Distressed Property Market  
Credit Hours: 8.0  
Module: 7

4.3.2.2 Course Title: CRS 200 Business Planning and Marketing for the Residential Specialist

Credit Hours: 16.0  
Module: 7

4.3.2.3 Course Title: CRS 201 Listing Strategies for the Residential Specialist  
Credit Hours: 16.0  
Module: 7

4.3.2.4 Course Title: CRS 202 Effective Buyer Sales Strategies  
Credit Hours: 16.0  
Module: 7

4.3.2.5 Course Title: CRS 204 Buying and Selling Income Properties  
Credit Hours: 16.0  
Module: 7

4.3.2.6 Course Title: CRS 205 Financing Solutions to Close the Deal  
Credit Hours: 16.0  
Module: 7

4.3.2.7 Course Title: CRS 206 Technologies to Advance Your Business  
Credit Hours: 16.0  
Module: 7

4.3.3 Course Provider: NBI, Inc. DBA National Business Institute

4.3.3.1 Course Title: Land Use Law: Current Issues In Subdivision, Annexation & Zoning  
Credit Hours: 6.0  
Module: 6

4.3.4 Course Provider: Association of Realtors School

4.3.4.1 Course Title: CRS 201 Listing Strategies for the Residential Specialist  
Credit Hours: 6.0  
Module: 6 & 7

#### 4.4 Review of Instructor Applications

4.4.1 Sara Toner

Continuing Education: Module 2

4.4.2 Robert Whetzel

Continuing Education: Module 6

Pre-Licensing Course: Real Estate Law

Broker's Course: Legal & Governmental Aspects of Real Estate

4.4.3 Shawn Tucker

Continuing Education: Module 6

4.4.4 John Tracey

Continuing Education: Module 6

4.4.5 Wendie Stabler

Continuing Education: Module 6

4.4.6 Dennis Schrader

Continuing Education: Module 6

4.4.7 James Woods

Continuing Education: New Licensee Modules 2 & 3; Continuing Education Modules 3 & 6

Pre-Licensing Course: Orientation; Real Estate Law; Real Estate Mathematics

Broker's Course: Real Estate Documents; Legal & Governmental Aspects of Real Estate; Mathematics

4.4.8 Michael McGavisk.

Continuing Education: New Licensee Modules 1 – 4; Continuing Education Modules 1 – 6; Module 7 – Basics of Buyer Representation; Basics of Seller Representation; Professionalism “Doing the Right Thing When No One is Looking”; Ethics & Arbitration: What You Should Know

Pre-Licensing Course

Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course

Brokerage (Sales Management); Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal & Governmental Aspects of Real Estate; Real Estate Investment; Mathematics

\*4.4.9 George Bracanti

Pre-Licensing Course: Real Estate Law

\*4.4.10 John Barbato

Continuing Education: Module 7 – Energy Efficient Mortgages; Renovation Lending; Marketing; Credit; Social Media

Pre-Licensing Course

Real Estate Mathematics

Broker's Course

Financing; Real Estate Investment; Mathematics

\*4.4.11 Paul Olsen

Pre-Licensing Course: Orientation; Real Estate Mathematics

Broker's Course: Mathematics

\*4.4.12 Ronald Smith

Pre-Licensing Course: Real Estate Law

Broker's Course: Legal & Governmental Aspects of Real Estate

\*4.5 Review of Student Requests for Approval of Continuing Education Activities

4.5.1 Student Name: Theodore Liszewski

Course Title: Ethics

Course Provider: Ward & Taylor, LLC

Credit Hours: 3.0

Module: 7

5.0 Correspondence

6.0 Other Business before the Committee (for discussion only)

7.0 Public Comment

8.0 Next Meeting – May 2, 2013

9.0 Adjournment

**Please Take Note:** To assure consideration of an application at a meeting, the Board office must receive all of these items no later than 4:30 p.m. ten full working days before the meeting date:

- Completed, signed and notarized application form,
- Fee payment, and
- All required documentation.

A final amended agenda will be published to reflect any items received after the original agenda is posted.

Unforeseen circumstances may result in a meeting being cancelled due to a lack of quorum.

Pursuant to 29 Delaware Code, Section 10004(e)(2), the Board shall pre-announce or pre-publish all Executive Sessions; however, such agenda shall be subject to change to include additional items including Executive Sessions which arise at the time of the body's meeting.

**MEMBERS: PLEASE CALL THE BOARD OFFICE AT 302-744-4500 OR EMAIL [customerservice.dpr@state.de.us](mailto:customerservice.dpr@state.de.us) IMMEDIATELY IF YOU CANNOT ATTEND THE MEETING. THANK YOU.**